

1. Introduction

2. BI

- BI Overview
- BI - What it is / is not
- BI End User vs BI Power User
- HRMS Portal vs SAP GUI

3. BI Environment

- BI Architecture Overview
- Ad Hoc Query Considerations
- Is BI the Best Source for my Ad Hoc Query?
- Which InfoProvider Should I Use?
- How Often is Data Updated in BI?

4. Business Explorer (BEx)

- BI BEx Tools Overview
- What is BEx?
- BEx Query Designer Overview
- BEx Query Analyzer Overview
- Accessing BEx Tools via SAP GUI
- Change BI Password via SAP GUI

5. BEx Ad Hoc Query Fundamentals, Part I

- BEx Ad Hoc Query Fundamentals Part I Overview
- Key Figures
- Dimensions
- Characteristics
- Free Characteristics
- Attributes
- Filters

6. BEx Ad Hoc Query Fundamentals, Part II

- BEx Ad Hoc Query Fundamentals Part II Overview
- Key Figure Properties
- Restricted Key Figures
- Characteristic Properties
- Variables

7. BEx Query Designer

- BEx Query Designer Overview
- BEx Query Designer Toolbar
- Accessing BEx Query Designer
- Creating a New Ad Hoc Query
- Saving an Ad Hoc Query
- Opening/Running an Existing Ad Hoc Query
- Modifying an Existing Ad Hoc Query
- Deleting an Existing Ad Hoc Query
- Closing BEx Query Designer

8. BEx Ad Hoc Query Fundamentals, Part III

- BEx Ad Hoc Query Fundamentals Part III Overview
- Compound Characteristics
- Hierarchy Characteristics
- Hierarchy Characteristic Properties
- Hierarchy Variables
- Basic Formulas
- Ad Hoc Query Dates
- Key Date

9. BI Security

- BI Security Overview
- Structural Authorizations
- Security Variables

10. BEx Query Analyzer

- BEx Query Analyzer Overview
- BEx Query Analyzer Toolbar
- Accessing BEx Query Analyzer
- Opening/Running an Existing Ad Hoc Query
- Modifying an Existing Ad Hoc Query
- Closing BEx Query Analyzer

Demonstrations

Non-Financials:

- Demo 1: Creating a Basic Ad Hoc Query
- Demo 2: Modifying a Basic Ad Hoc Query
- Demo 3: Adding Confidential InfoObjects

Financials:

- FI Demo 1: Creating a Basic Ad Hoc Query
- FI Demo 2: Modifying a Basic Ad Hoc Query
- FI Demo 3: Adding Confidential InfoObjects